



**WEST CENTRAL COMMUNITY
SCHOOL DISTRICT**

MASTER CONTRACT

2006 – 2008

“MASTERING NEW WORLDS”

TABLE OF CONTENTS

	<u>Page</u>
Salary	2-3
Phase I & Phase II Funds	4
Longevity	5
Employee Hours	6
Insurance	7
Holidays	8
Vacations	9
Leaves	10-12
Reduction and Transfer Procedures	13-15
Health Matters	16
Safety Matters	17
Evaluation Procedure	18-19
In-Service Training	20
Dues Deduction	21
Grievance Procedure	22-23
Separability, Printing, & Duration	24
Schedule A	25
Schedule B	26-28
Form B (Grievance Form)	29

ARTICLE I

SALARY SCHEDULE

A. Schedule

The salary of each employee covered by the regular salary schedule is set forth in Schedule A, which is attached hereto and made a part hereof.

B. Placement of Salary Schedule

1. Adjustment to Salary Schedule

Each employee shall be placed on his/her proper step of the salary schedule as of the effective date of this Agreement. Any employee hired prior to the beginning of second semester of any school year shall be given full credit for one (1) year of service toward the next increment step for the following year.

2. Full credit shall be allowed for previous outside teaching experience in a duty-accredited school. Only experience within the fifteen (15) previous years will be counted.

C. Advancement of the Salary Schedule

1. Increments

Employees on the regular salary schedule shall be granted one (1) increment or vertical step on the schedule for each year of service until the maximum for their educational classification is reached.

2. Educational Lanes

Employees on the regular salary schedule who move from one educational lane to a higher educational lane shall move to the corresponding eligible step on the higher lane. For an employee to advance from one educational lane to another, he/she shall file a request for advancement before September 1 with the Superintendent. Suitable evidence (grade report or transcript; transcript required for MA lane movement) of additional education credit must be filed with the Superintendent by September 30.

Graduate Hours that are approved by an accredited college or university that are within the College of Education or the subject matter area being taught will be accepted. Any courses outside of above parameters will require pre-approval of the District. This policy is effective at the beginning of the 2005 – 2006 school year. All previously approved coursework for lane change will be unaffected.

D. Incremental Denial

An employee who shall be denied his/her increment shall be given written notice of such denial prior to contract issue.

E. Method of Payment

1. Pay Period

Each employee shall be paid once a month on the 15th of each month.

2. Exceptions

A. When a pay period falls on or during a school holiday, vacation, or weekend, the employees shall receive their paychecks on the last previous working day.

B. Payment of salary shall be made in twelve (12) equal installments. However, the Board may grant in special circumstances and upon written application, permission to make payments in nine (9) equal pay periods.

C. Any employee who is working for the school on a non-contractual day and a pay request is submitted and approved prior to the end of the month will be issued a check the following pay period.

3. Summer Checks

Summer checks other than for summer school teachers, shall be mailed to the address designated by the employee.

ARTICLE II

PHASE I AND PHASE II WAGES

A. Intent

If West Central Community School District receives funds under Phase I or Phase II of H.F.499 as passed by the 1987 Iowa Legislature, then those funds shall be distributed pursuant to this Article. If no funds are received, then this article shall be null and void.

- B.** Any money received under Phase I shall be applied to any employee's salary as determined under the negotiated salary schedule for this contract, so as to make said salary \$23,000. Any funds necessary to fund the employer's share of FICA and IPERS shall be deducted from the total funds available.

C. Phase II Procedure

Any money remaining after the application of Paragraph B above shall be added to all money received under Phase II and shall be called Gross Phase II Funds. These funds shall then be distributed pursuant to the following steps in order.

Step 1. The full time equivalency of the entire certified staff as of September 1, 1988 shall be determined. (See Step 6 for the exception to this step)

Step 2. The Gross Phase II Funds is then divided by the full time equivalency obtained in Step 1. The result would be each certified employee's gross Phase II salary.

Step 3. The employer's share of FICA and IPERS is then subtracted from each employee's gross Phase II salary obtained in the previous step.

Step 4. If as a result of adding Phase II salary to the employee's individual contract salary, the maximum limitations for IPERS contributions is reached, the excess amount of the employer's share of IPERS deducted in Step 3 shall be added back to obtain a new Gross Phase II funds. Each employee's Phase II salary would then be recalculated using this new figure and starting at Step 2. These calculations shall continue until all funds have been expended.

Step 5. The Phase II salary as finally determined shall be issued in two (2) separate checks: 60% in December and 40% in May, both payments on regular paydays.

Step 6. A new employee under \$23,000 contracted salary eligible for Phase I funds shall not receive Phase II funds if the Phase I funds received exceed the Gross Phase II Funds per employee. If it does not exceed the Gross Phase II Funds per employee, the amount of Phase I received shall be deducted from the Gross Phase II Funds with the balance being paid to the new employee.

ARTICLE III

LONGEVITY

Each employee shall receive a bonus in addition to regular salary. Bonus based on years of service to West Central Community School District.

For 15 consecutive years of service at West Central - \$200.00

For 20 consecutive years of service at West Central - \$300.00

For 25 consecutive years of service at West Central - \$400.00

For 30 consecutive years of service at West Central - \$500.00

ARTICLE IV

EMPLOYEE HOURS

A. Contractual Workday

The in-school year for employees shall be one hundred ninety-two (192) contractual workdays. A contractual workday shall consist of eight (8) consecutive hours commencing at 7:30 a.m., with a lunch period scheduled. Supplemental or extracurricular duties shall be performed as assigned. Employees may leave after all children have been dismissed and buses have departed on Fridays, and days immediately preceding holidays or scheduled vacation periods.

B. Faculty Meetings

The Superintendent may require attendance of all employees at faculty meetings. Said meetings shall be without compensation, and in addition to the contractual workday. The meetings shall be scheduled by the Superintendent with no more than two (2) meetings per month being held prior to the contractual workday, and in no event earlier than 7:30 a.m. If a faculty meeting is scheduled for 7:30 a.m., the contractual workday is still considered to be 8:00 a.m. Nothing shall limit the right of the Superintendent to schedule faculty meetings after the student workday.

C. Leaving the Building

Employees may leave their building with the approval of the Superintendent and his/her designee upon showing good cause.

D. Preparation Period

Except in cases of emergency, all employees shall have a minimum of 200 minutes of preparation time per week. Recess duty and lunch duty will be excluded in this calculation. Non-student time between 8:10 a.m. and 3:30 p.m. will be counted.

E. Professional Development Days

During the school year there shall be six (6) Professional Development Days, and two (2) workdays with one (1) workday to be scheduled at the beginning of the school year free from meetings and one (1) workday scheduled at the end of the school year.

F. Supervision of Student Teachers

A committee of four (4) teachers shall be established to advise and help determine, along with the principal, all student procedures, and scholarship distribution of the funds received for student teachers.

ARTICLE V

INSURANCE

A. Insurance

The board shall provide each teacher with six thousand, six hundred (\$6,600) annually to be paid September through August in equal installments. Such payments will be added to the gross payroll of each employee. All full-time teachers will purchase at least the single plan of the group health insurance. Employees may pay the premium costs with regular payroll deductions or with salary reduction dollars in accordance with IRS regulations. Premium costs of life insurance, dental insurance, dependent care and other medical expenses may be paid with the salary reduction dollars.

1. Part-time employees who are employed at least 50% but less than full-time shall have insurance benefits pro-rated to their contract.

(NOTE: The employee is responsible for only their contribution of any required FICA and IPERS. The Board will assume the cost of the employee's contribution.)

B. Other Insurance

All employees shall be informed in writing at the commencement of the school year, of the insurance coverage, which the Board has purchased for the school year for the following:

1. Liability Insurance
 - I. Name and address of insurance carrier or agent
 - II. Limits of liability
 - III. Procedure to file claims
2. Worker's Compensation Coverage
 - I. Name and address of insurance carrier or agent
 - II. General outline of coverage
 - III. Procedure to file claims

ARTICLE VI

HOLIDAYS

The following days shall be considered paid holidays:

1. Labor Day
2. Thanksgiving
3. Christmas
4. New Year's Day
5. Good Friday
6. Memorial Day

No employee shall be required to perform duties on any of the above holidays.

ARTICLE VII

VACATIONS

The following shall be non-contract day vacations:

1. The day after Thanksgiving.
2. Christmas vacation shall consist of eight (8) school days.
3. The Monday after Easter.
4. Two (2) school days of Spring vacation.

Should it become necessary to "make up" days lost, days included in 1, 2, 3, or 4 may *be* used.

ARTICLE VIII

LEAVES

A. Sick Leave

Employees are granted leave of absence for personal illness or injury with full pay in the following amount:

1. First year of employment is ten (10) days.
2. Second year of employment is eleven (11) days.
3. Third year of employment is twelve (12) days.
4. Fourth year of employment is thirteen (13) days.
5. Fifth year of employment is fourteen (14) days.
6. Sixth year of employment and each year thereafter, fifteen (15) days. The above amounts shall apply only to consecutive years of employment in the West Central Community School District and unused portions shall be cumulative to a total of one hundred twenty (120) days.

The Board may require such reasonable evidence confirming the necessity for such sick leave.

If any employee is unable to begin service under his/her contract because of personal illness or injury on the date on which the contract is designated to begin, he/she shall nevertheless be entitled to draw compensation for any unused sick leave he/she may have accumulated from prior years or the current year of service with the district pursuant to its regulations thereto payable at the time regular installments are due under this contract notwithstanding the fact that he/she did not commence actual service under the contract for the year covered therein. An employee new to the District must perform services at least one (1) day in the contract period in order to receive any benefits of this article.

B. Extended Sick Leave

An employee who is unable to work because of personal illness or disability shall be granted a leave of absence without pay for the remainder of the school year. The leave may be renewed the next year upon written request by the employee and a statement from the employee's physician that said illness or disability incapacitates the employee so as to render him/her unable to perform his/her ordinary functions as an employee.

C. Family Illness Leave

Each employee shall be credited with five (5) days to be used for illness in the immediate family each year. Immediate family shall be spouse, child, parent, parent-in-law, or a person for whom the employee is the primary caregiver. Use of this leave will be charged against the employee's accumulated sick leave.

D. Personal Leave

At the beginning of each school year, each employee shall be credited with three (3) days of personal leave.

Two days may be used at the employee's discretion with one-day advance notice to the Superintendent. These personal days may not be taken during the first two (2) weeks of school, the last two (2) weeks of school, the day before any holiday or vacation, nor the day after any holiday or vacation. The second personal leave day will be paid at the substitute teacher pay rate.

The third (3rd) day of personal leave shall be a personal business day and may be used only for the purpose of conducting business of the employee, which cannot be conducted at any other time. All applications for this personal business day shall be submitted and approved by the Superintendent of schools at least one day in advance of said leave. These personal leave days shall be in addition to any sick leave.

E. Jury Duty

Any employee called for jury duty during school hours shall be provided such time with pay. Any fees or remuneration the employee receives during such leave shall be turned over to the District.

F. Bereavement

Up to five (5) days of leave shall be granted at any one time in the event of death of any employee's spouse, child, mother, father, sister, brother, father-in-law, mother-in-law, but no other in-law. Employees shall be granted up to two (2) days of leave in event of death of any other member of the family. Said leave shall be in addition to any sick leave. Employees shall be further granted a maximum of one (1) day of leave per school year in the event of a death of a close friend. This leave shall also be in addition to sick leave.

Employees shall be granted an additional day of leave in the event of a death of a close friend or other member of the family, as defined in this paragraph, if the funeral for the close friend or other member of the family is held one hundred and fifty (150) miles from Maynard.

G. Good Cause

The Superintendent may, upon receipt of a specific written request from the employee, grant, in writing, other temporary leaves of absence with pay for good reason.

H. Unpaid Leave

Other temporary leaves of absence without pay may be granted in writing by the Superintendent for good reason.

I. Family and Medical Leave

Employees of the District are entitled to unpaid family and medical leaves to the same extent and subject to the same terms and conditions as set forth in The Family and Medical Leave Act of 1993 and the regulations issued implementing the Act. No provision of the Act is diminished by the inclusion of this provision in this contract nor are the pre-existing family or medical leave provisions of this contract diminished by the inclusion of this provision in this contract.

J. Professional

Each employee may be granted two (2) days for professional leave. Professional leaves shall be used for educational purposes. The employee desiring to use a professional leave day shall make written application to the Superintendent at least one (1) week in advance of his/her absence. Professional days shall be and for the purpose of:

1. Visitation to view other instructional techniques or programs.
2. Conferences, workshops, or seminars conducted by colleges, universities, or other education institutions or organizations.

K. Association Days

Two days for the one (1) duly elected delegate of the Association shall be available to this delegate to attend the Iowa State Education Association Delegate Assembly. The delegate so chosen shall notify the Superintendent one (1) week in advance of said meeting of his/her intention to attend the meeting.

An additional four (4) days shall be granted for use by the Association for its designated representative to attend conferences or conventions sponsored by the state of local affiliated organizations. Written notification shall be given to the Superintendent one (1) week in advance of the meeting. If a substitute teacher is required for the last two (2) Association Days, the Association shall pay one-half (1/2) the cost of said substitute.

ARTICLE IX

REDUCTION AND TRANSFER PROCEDURE

A. Reduction Procedure

When the staff is to be reduced, the following procedure shall be followed in sequence:

1. The District shall first determine the curriculum area to be reduced. When the curriculum area for reduction is determined, for purposes of comparing seniority, only those unit members currently assigned to the curriculum area being reduced shall be compared. The curriculum areas are set out below in Paragraph B.
2. When possible, reduction shall be first accomplished by attrition.
3. Should attrition fail to rectify the problem, the first employee to be dismissed shall be among those teaching with emergency and/or temporary certificates, unless he/she is needed to maintain existing programs.
4. Should either #2 or #3 above fail to rectify the problem, the following criteria will be followed for a determination of employee or employees to be terminated.
 - a. Continuous seniority experience with the school system.
 - b. Education and/or certification.
 - c. Administrative formal evaluation of job performance.
5. Any employee affected by the reduction of employment shall be notified by April 30th.

B. Curriculum Areas

1. Kindergarten through Grade 6
2. Language Arts (7-12)
3. Mathematics (7-12)
4. Social Studies (7-12)
5. Science (7-12)
6. Industrial Arts (7-12)
7. Vocal Music (7-12)
8. Instrumental Music (K-12)
9. Librarian (K-12)
10. Home Economics (7-12)
11. Guidance Counselor (K-12)
12. Business Education (7-12)
13. Art (K-12)
14. Physical Education (K-12)

15. Foreign Language (7-12)
16. Multi-categorical
17. Learning Disability
18. Title I (K-12)
19. Gifted & Talented

C. Recall Rights

1. Any employee terminated pursuant to this policy shall have recall rights to any position for which he/she is certified for two (2) years from the effective date of his/her termination and shall be recalled to available vacancies in reverse order of termination, if qualified to fill the position.
2. Any employee re-employed shall be placed at the salary schedule he/she attained prior to reduction in staff.
3. When a vacancy occurs, the affected teacher will be given written notice of the vacancy and shall respond in writing within fifteen (15) days of notification. If no response is received, the affected teacher's recall rights shall terminate. It is the employee's responsibility to keep the District informed in writing of the employee's current address. Notice required under this Article shall be given to the teacher's last known address as filed with the District.

D. Voluntary Transfer Procedure

1. Notification

The Superintendent shall post in the teacher's lounge a list of teaching or supplemental vacancies, which occur during the school year and for the following school year upon knowledge of said vacancies.

2. Filing Requests

Employees who desire to make application for posted vacancies for teaching assignments or supplemental assignments shall make written application to the Superintendent.

E. Involuntary Transfer Procedure

1. Notice

Notice of any involuntary transfer or reassignment shall be given in writing to affected employees as soon as practical, and in no case later than July 1st.

2. Criteria

Involuntary transfer shall not be made for wholly arbitrary and capricious reasons.

F. Seniority List

A seniority list compiled by the Board shall be presented to the employees and Association by November 1st of each year. Employees will be listed by the Curriculum Areas in Section B of this article. The seniority date will be the date the employee's contract has been approved by the Board. Employees will be listed in each area that they are certified and have had experience in the West Central Community School District.

Any errors or invalid placements must be presented to the Board in writing by an employee or the Association within 15 days of the list being distributed. If any changes are requested to the list a final listing shall be presented to affected employees and the Association within 30 days.

ARTICLE X

Article X deleted on June 19, 2006.

ARTICLE XI
SAFETY MATTERS

A. Bomb Threats

In all cases where a school official is notified of a bomb threat, the affected building or buildings shall be closed by the official, and all students and staff evacuated until such as a thorough search reveals the bomb or the lack thereof.

No employee shall be required to search for a bomb.

B. Certified Staff will be issued an exterior door key and room key for his/her building and classroom.

ARTICLE XII

EVALUATION PROCEDURE

Tier 1 (Beginning Teacher)

Teachers in their first or second year of the profession, or career teachers, who are in their first year of teaching for the District, shall be considered Tier 1 teachers. The cycle for Tier 1 shall consist of both formal and informal observations, initiated by the evaluator. The evaluator shall conduct a minimum of three formal observations and minimum of three walkthroughs. At least one of the formal observations shall also include a pre-observation conference and post-observation conference between the evaluator and teacher. Teachers in Tier 1 will be involved in a minimum of one summative conference in year one. In year two (year one for career teachers new to the District), teachers in Tier 1 will be involved in a comprehensive review.

Tier 2 (Career Teachers)

- A. Tier 2 is for licensed teachers who have earned regular teaching licenses and are not in Tier 3. A teacher in their third year of probation pursuant to Iowa Teaching Standards and District Student Achievement Goals may be evaluated using the same methods as in Tier 1. Each teacher in Tier 2 shall be required to develop, an individual career development plan every three years.
- B. During year one of the cycle, each staff member shall create an individual career development plan, which shall reflect continuing professional growth in the areas of the Iowa Teaching Standards and Criteria and be aligned with the District's Plan.
- C. During the first two years of the cycle, the evaluator and teacher shall meet and discuss the progress of the teacher on the Individual Career Development Plan and on the Iowa Teaching Standards and Criteria. The evaluator may formally observe the teacher, at any time the evaluator determines; however, the evaluator shall formally observe the teacher a minimum of at least one time in the three-year cycle. At least one formal observation shall include a pre-observation and a post-observation conference. In addition, to the formal observations, the evaluator may conduct informal drop-in or walk-through observations without prior announcement at any time during the three-year cycle. The teacher shall provide evidence-linking artifacts to the Iowa Teaching Standards and Criteria that have not been identified through observation. In year three, the completion of the Individual Career Development Plan will occur; a written review by the evaluator after the teacher and evaluator have discussed the teacher's progress and outcomes on the Individual Career Development Plan will be completed; and a three-year summative review will be conducted.
 - 1. Within fifteen (15) school days of the classroom observation, the person making the observation and the teacher being evaluated shall meet to discuss the observation(s).
 - 2. Every employee shall be formally evaluated at least every three (3) years.
- D. Subsequent to the formal written evaluations, the evaluator and the employee shall meet to discuss the formal written evaluation. Said meeting shall be within three (3) weeks of the submission of any formal evaluation.

- E. The employee may submit his/her reactions to the written evaluation in duplicate; one copy to be given to the evaluator, and one copy to be attached to the formal written evaluation to be placed in the employee's file.

Tier 3 (Intensive Assistance)

The school district will provide an Intensive Assistance Level as pursuant to the Code of Iowa.

ARTICLE XIII

IN-SERVICE TRAINING

Of the total contract days a minimum of one (1) day shall be set aside for in-service training for professional growth. One (1) in-service day shall be planned by a committee of employees. This day shall provide a program of educational experience for employees K-12. Plans for said day and recommendations for the placement of the day shall be submitted in writing to the Superintendent for approval. The recommended date shall be submitted no later than March 1st of the preceding school year. If no recommendations are forthcoming by the employee committee by the deadlines established hereunder, the Superintendent shall assume all planning of said in-service planning day. Reasonable costs of said day shall be done by the Board.

ARTICLE XIV
DUES DEDUCTION

A. Authorization

Any employee who is a member of the Association or who has applied for membership may sign an assignment authorizing payroll deduction of professional dues. Professional dues shall not include initiation fees, special assessments, back dues, fines, I.P.A.C.E., or similar items.

B. Amount of Dues

The Association shall give a copy of the dues membership form to the Board Secretary no later than October 1st of each school year.

C. Regular Deduction

Pursuant to deduction authorization, the Board shall deduct one-ninth (1/9) of total professional dues from the regular salary check of the employee each month for nine (9) months beginning in October and ending in June of each year.

D. Duration

Such authorization shall continue in effect from year to year unless revoked in writing prior to October 1st.

E. Transmission of Dues

The Board shall transmit to the Association the total monthly deduction for professional dues within a reasonable time following each regular pay period in a listing of employees for whom deduction was made.

F. Indemnification

The Association agrees to indemnify and hold harmless the Board, each individual board member, and all administrators, against any and all claims, cost, suits, or other forms of liability and all court costs arising out of the application of the provisions in the agreement between the parties for dues deduction.

G. Mid-Year Employees

Any employee who has applied for membership after October 1 shall be entitled to payroll deduction of professional dues. The Association shall inform the Board Secretary of the total professional dues and give the Board Secretary a copy of the dues membership form. Said dues shall be deducted in an equal amount from the regular salary checks of the employee in the remaining months ending in June.

ARTICLE XV

GRIEVANCE PROCEDURE

A. Definition

A grievance shall mean only a complaint that there has been an alleged violation, misinterpretation, or misapplication of any of the specific provisions of this Agreement.

B. Application

1. Every employee covered by this Agreement shall have the right to present grievances in accordance with these procedures.
2. The failure of an employee to act on any grievance within the prescribed time limit will act as a bar to any further appeal, and an administrator's failure to give a decision within the time limit shall permit the grievant to proceed to the next step. The time limits, however, may be extended by mutual agreement.
3. It is agreed that any investigation or other handling or processing of any grievance by the grieving employee shall be conducted so as to result in no interference with or interruption whatsoever of the instructional program and related work activities of the grieving employee or of the teaching staff.
4. The employee shall have the right of representation at all steps of the grievance procedure.

C. Procedure

1. First Step

The grievant shall, within five (5) school days of the alleged violation and complaint, file in duplicate the grievance in writing with the Principal, and shall with the Principal, at a mutually agreeable time, discuss the matter. The written grievance shall be on the form as set forth in Form B and shall state the nature of the grievance, the specific contract clause or clauses giving rise to the grievance, and shall state the remedy requested. If the Association or employee files any claim or complaint on any form other than Form B, then the school district shall not be required to process the same claim or set of facts through the grievance procedure. The Principal shall then make a decision on the grievance, and shall communicate said decision in writing to the employee, the Association, and the Superintendent within seven (7) school days after discussing the grievance with said employee. If the Principal and Superintendent are one in the same individual, the grievance shall proceed to step three (3).

2. Second Step

In the event a grievance has not been satisfactorily resolved at the first step, the aggrieved employee shall file, within five (5) school days of the Principal's written decision at the first step, a copy of the grievance with the Superintendent. Within five (5) school days after such grievance is filed, the aggrieved employee and the Superintendent or his/her administrative representative shall meet to resolve the grievance. The Superintendent or his/her administrative representative shall file a decision on the grievance within ten (10)

school days of the second step grievance hearing, and communicate it in writing to the employee, the Association, and the principal.

3. Third Step

If the grievance has not been resolved satisfactorily at Step Two, there shall be a third (3rd) and final step consisting of binding arbitration. Within five (5) school days of the decision rendered under Step Three, the Association with the approval of the employee shall notify in writing the Superintendent of their intention to submit the grievance to binding arbitration pursuant to this step. Within ten (10) school days after written notice to the Board of submission to arbitration, the Board and the Association shall attempt to agree upon a mutually acceptable arbitrator and shall obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the specified period, a written request for a list of arbitrators shall be made to the Public Employment Relations Board (PERB) by either party. The list shall consist of three (3) arbitrators and the parties shall determine by lot, which party shall have the right to remove the first name from the list. The party having the right to remove the first name shall do so within two (2) school days, and the other party shall have one (1) additional school day to remove on (1) of the two (2) remaining names. The person whose name remains shall be the arbitrator. The arbitrator so selected shall confer with the representatives of the Board and the Association and hold hearings promptly and shall issue his/her decision not later than five (5) school days from the date of the close of the hearings, or, if oral hearings have been waived, then from the date the final statements and proofs on the issues are submitted to him. The arbitrator's decision shall be in writing and shall set forth his/her findings of fact, reasoning and conclusions on the issues submitted. The arbitrator shall be without power or authority to make any decision, which requires the commission of an act prohibited by law or which is in violation of the terms of the Agreement. The arbitrator in his/her opinion shall not amend, modify, nullify, ignore, or add to the provisions of this Agreement.

D. Released Time

Should the presence of an employee, during the normal school day, be required for grievance hearings at any level, released time shall be granted without loss of compensation.

E. Separate Grievance File

All documents, communications and records dealing with the process of a grievance shall be filed in a separate grievance file and shall not be kept in the personal file of any of the participants.

F. Exceptions to Time Limits

When an alleged grievance occurs on or after May 1, time limits shall consist of all weekdays, so that matter may be resolved as soon as possible.

G. Association Rights

The West Central Education Association may be present at all levels of this procedure beginning at level one.

ARTICLE XVI

SEPARABILITY, PRINTING & DURATION

A. Separability

Should any article, section, or clause of this Agreement, be declared illegal by a court of competent jurisdiction, then that article, section, or clause shall be deleted from this agreement to the extent it violates the law. The remaining articles, sections, and clauses, shall remain in full force and effect.

B. Printing

Copies of this Agreement shall be printed and distributed as follows:

1. Fifty (50) copies to the Association.
2. Ten (10) copies to be held on file in the Superintendent's Office for public information.

The expense for printing the fifty (50) copies to be distributed to the Association shall be shared equally between the Association and the Board. All other expense to be borne by the Board.

C. Duration

The Agreement shall be effective as of July 1, 2006 and shall continue in effect until June 30, 2008 for contract language, and until June 30, 2008 for base salary and insurance dollars. (NOTE: See Tentative Agreement signed 6/19/06)

D. Notices

Whenever any notice is required by either party of the Agreement to the other party, pursuant to the provisions of this Agreement, either party shall do so by letter at the following designated addresses or at such address as may be designated by a party in written notification to the other party.

1. If by the Association, to the Board at the Office of the Superintendent, P.O. Box 54, Maynard, Iowa 50655
2. If by the Board, to the Association c/o P.O. Box 121, Maynard, Iowa 50655

E. Signature Clauses

In witness whereof the parties hereto have caused this Agreement to be signed by their respective presidents, attested by their respective chief negotiations and their signatures place thereon, all on the 19th day of June 2006.

TENTATIVE AGREEMENT
between the
WC Board of Education and the WC Education Association

2006-07 Agreement

Current Contract on all items except for the following:

Article IV Employee Hours

E. In-Service days change to Professional Development Days

Change to read: During the school year there shall be six (6) Professional Development Days and two (2) workdays with one (1) workday to be scheduled at the beginning of the school year free from meetings and one (1) workday scheduled at the end of the school year.

Article X Health Matters - delete

Article XI Safety Matters - delete except for:

B. Bomb Threats

F.

Schedule A Base \$24,050

Schedule B As district proposed

2007-08

Current contract on all items except

Article IV Employee Hours

E. Professional Development Days - The parties agree that the association bargaining representatives, Superintendent, and board representatives will meet to discuss the utilization of the two (2) current workdays prior to March 1, 2007. It is further understood that the Superintendent will have the final discretion on how one (1) of the two (2) days will be used for either staff or student contact day.

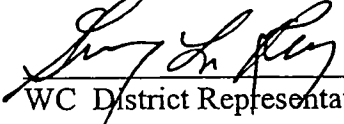
Base Salary - \$24,800

District agrees to withdraw negotiability disputes- Case #7280.



WC Education Association

6-19-06
Date



WC District Representative

6-19-06
Date

SCHEDULE A
Salary Schedule 2006-2007

Lane Step	BA	BA+15	BA+30	MA	MA+15
0	24,050	25,253	25,854	26,455	27,658
%	1.00	1.05	1.075	1.10	1.15
1	24,772	26,010	26,631	27,249	28,487
	1.03	1.0815	1.1073	1.133	1.1845
2	25,493	26,768	27,405	28,042	29,317
	1.06	1.113	1.1395	1.166	1.219
3	26,455	27,778	28,439	29,101	30,423
	1.10	1.155	1.1825	1.210	1.265
4	27,417	28,788	29,473	30,159	31,530
	1.14	1.197	1.2255	1.254	1.311
5	28,379	29,798	30,507	31,217	32,636
	1.18	1.239	1.2685	1.298	1.357
6	29,341	30,808	31,542	32,275	33,742
	1.22	1.281	1.3115	1.342	1.403
7	30,303	31,818	32,576	32,708	34,848
	1.26	1.323	1.3545	1.386	1.449
8	31,265	32,828	33,610	34,392	35,955
	1.30	1.365	1.3975	1.43	1.495
9	32,227	33,838	34,644	35,450	37,061
	1.34	1.407	1.4405	1.474	1.541
10	33,189	34,848	35,678	36,508	38,167
	1.38	1.449	1.4835	1.518	1.587
11	34,151	35,859	36,953	37,566	39,274
	1.42	1.491	1.5265	1.562	1.633
12	35,113	36,869	37,746	38,624	40,380
	1.46	1.533	1.5695	1.606	1.679
13	36,075	37,879	38,781	39,683	41,486
	1.50	1.575	1.6125	1.650	1.725
14	37,037	38,889	39,815	40,741	42,593
	1.54	1.617	1.6555	1.694	1.771
15	37,999	39,899	40,849	41,799	43,699
	1.58	1.659	1.6985	1.738	1.817

Schedule B

24050

2006-2007 West Central Supplemental Salary Schedule

	Step 1	2	3	4	5	6	7	8	9	10
Activities Director	12.00% 2,886.00	12.55% 3,018.28	13.10% 3,150.55	13.65% 3,282.83	14.20% 3,415.10	14.75% 3,547.38	15.30% 3,679.65	15.85% 3,811.93	16.40% 3,944.20	16.95% 4,076.48
Head Coach - Football, Volleyball, Basketball, Baseball, Softball	12.00% 2,886.00	12.55% 3,018.28	13.10% 3,150.55	13.65% 3,282.83	14.20% 3,415.10	14.75% 3,547.38	15.30% 3,679.65	15.85% 3,811.93	16.40% 3,944.20	16.95% 4,076.48
Assistant Coach - Football, Basketball Volleyball	8.50% 2,044.25	8.95% 2,152.48	9.40% 2,260.70	9.85% 2,368.93	10.30% 2,477.15	10.75% 2,585.38	11.20% 2,693.60	11.65% 2,801.83	12.10% 2,910.05	12.55% 3,018.28
Head Track, Golf Assistant Coach - Baseball, Softball, Track Vocal Music Instrumental Music Drama & Speech Yearbook Advisor	8.00% 1,924.00	8.35% 2,008.18	8.70% 2,092.35	9.05% 2,176.53	9.40% 2,260.70	9.75% 2,344.88	10.10% 2,429.05	10.45% 2,513.23	10.80% 2,597.40	11.15% 2,681.58
MS - Football, Volleyball, Basketball, Track Cheerleading Coach	5.00% 1,202.50	5.25% 1,262.63	5.50% 1,322.75	5.75% 1,382.88	6.00% 1,443.00	6.25% 1,503.13	6.50% 1,563.25	6.75% 1,623.38	7.00% 1,683.50	7.25% 1,743.63
Advisors - Prom, Spanish Outdoor Ed, Peer Helpers, Pep band,	1.75% 420.88	1.85% 444.93	1.95% 468.98	2.00% 481.00	2.10% 505.05	2.20% 529.10	2.30% 553.15	2.40% 577.20	2.50% 601.25	2.60% 625.30
Librarian - (only if assigned to individual already assigned full- time for teaching)	13.00% 3,126.50	13.35% 3,210.68	13.70% 3,294.85	14.05% 3,379.03	14.45% 3,475.23	14.80% 3,559.40	15.15% 3,643.58	15.50% 3,727.75	15.85% 3,811.93	16.20% 3,896.10

Schedule B

2006-2007 West Central Supplemental Salary Schedule

The following will be paid a straight fee:

Ticket Selling -

Football	\$10 per game
Basketball, Volleyball	\$5 per game

Scorebook - Varsity/JV Only

Volleyball	\$15 per match
Football	\$15 per game
Basketball	\$15 per game

Time Clock -

	Varsity	JV	JH
Football	\$60 per night	\$40	\$20
Basketball	\$60 per night	\$40	\$20
Volleyball	\$60 per night	\$40	\$20

Outdoor Ed Activities
(Overnight duties) \$10 per person/night

Senior Class Trip sponsor -
expenses paid by the senior class

Computer/Technology Coordinator \$3,000

Art Design/Drama Productions \$100 per production with a max of 2 per year

School Bus Chaperone (assigned if no volunteers) \$20/game

Summer Band: Teacher's per diem wage (salary placement) 192 days for student contact hours (8/hr day) for MS lessons and high school summer rehearsals. Will be contracted when enrollment for summer lessons are known.

FORM B
GRIEVANCE FORM

West Central Community School District

_____ Building

Name of Aggrieved Person(s)

A. Date of Grievance _____

B. Specific contract or clauses violated

C. Statement of grievance

D. Remedy Requested or Relief Sought

Date

Signature of an aggrieved person or the
Aggrieved person

NON-CONTRACTUAL AGREEMENT

**LETTER OF UNDERSTANDING
BETWEEN THE
WEST CENTRAL COMMUNITY SCHOOL DISTRICT
AND THE
WEST CENTRAL EDUCATION ASSOCIATION**

General Agreement:

In arriving at a settlement of the 2006 – 2007 Master Contract the parties have agreed to enter into the Letter of Understanding, which will be in effect for the term of this agreement for the 2006 – 2007 school year.

1. Both parties agree that a district memorandum dating back to 1994 – 1995 school year will cover existing part-time employees who were part-time employees during the 2002 – 2003 school year, which describes their benefits. A copy of that memorandum is attached.


All new employees hired after 2002 – 2003 school year will be covered under the new language, which states:

All employees who are employed at least 50% but less than full-time will have their benefits pro-rated to the actual time they teach.

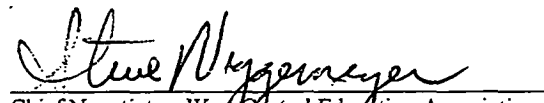
2. Both parties agree that if the district participates in the Student Achievement and Teacher Quality Program, the following distribution method will be used. The distribution will be separate from and in addition to the bargained salaries, Phase I and Phase II monies for the 2006 – 2007 school year.
 - a. Minimum salaries for the first year beginning teachers and Career 1 teachers will be paid according to the salary provisions of the law.
 - b. Any remaining funds from the District's appropriation will be distributed first to teachers who have received no step increase on schedule A, those affected will receive monies equal to a step movement according to the salary lane they are at the BA level.
 - c. Any remaining funds after b., funds will be equally distributed to all bargaining unit members starting on Step 2.

Calculations of this supplement will be made as soon as possible when staffing is complete for the 2006 – 2007 school year. Funds received by the District will be distributed at the February pay period of 2007.

It is further understood that this Letter of Understanding shall be in full force and effect until June 30, 2007, unless renewed or extended by both parties for the 2007 – 2008 school year. It is further understood that this Letter of Understanding is non-grievable and is not part of the Master Contract for the 2006 – 2007 school year.


President, West Central Education Association


Superintendent, West Central School District


Chief Negotiator, West Central Education Association